

**Windham Village District Zoning Sub-Committee
Meeting Minutes
Monday December 3, 2012**

Present:

Glenn Greenwood
Chris Nickerson
Kristi St. Laurent
Bev Donovan
Chris McCarthy
Karl Dubay
Peter Griffin

Meeting Opened: 5:05

- 1) Motion to Approve the 11/19/2012 Meeting Minutes – Approved 3-0-3 with no amendments**
- 2) Review of Conditional Use Permit (CUP Language)**
 - a. After review of Planning Board recommendations, it was determined that the subcommittee consider amending/revising the CUP language for multifamily uses to encourage multi use/mixed use structures, meaning structures with both a commercial and residential components/mix.
 - b. Glynn Greenwood provided guidance for the multifamily CUP that echoed many of the same criteria found in the retail CUP as shown in the proposed ordinance.
 - i. Discussion ensued regarding the need for clarification regarding excess water and sewer capacity when applied to the multifamily CUP criteria
 1. Further discussion regarding the removal of 612.4.4.2 and a general consensus was reached that it was impractical for applicants to provide or meet this criteria and that it would be better removed from the ordinance.
 - ii. Discussion as to whether there should be a prescribed mix applied to the multifamily CUP. General consensus was reached that this would likely be too limiting/restrictive.
- 3) Discussion and revisions to the proposed ordinance based on Planning Board comment and subcommittee recommendations.**
 - a. Replace the word “shops” with Tenants in 612.2.3
 - b. Replace the term “a retail shop” with A Retail Tenant in 612.4.1
 - c. Modify the number of units in 612.2.1 to say: Structures may have up to 12 units with a maximum of two bedrooms per unit.
 - d. Remove section 612.4.4.2 and correspondingly renumber the proposed ordinance.
 - e. Modify 612.4.4.1 to say: The multifamily development will be designed to incorporate a functionally significant landscaped community park or plaza area to be enjoyed by unit residents and visitors.

- f. Add an additional sentence to 612.4.4.3 to say: The non-residential use shall not occupy less than 20% of the total area of the structure.
- g. Update typo in numbering in 612.4.3
- h. Make the maximum number of units per building 24 in section 612.4.3
- i. Add a sentence to 612.4.2.3 to say: Capacity may be provided by actual production or by easement for location of facilities or setbacks.

4) New Business

- a. None

5) Adjournment

- a. Next meetings
 - i. 12/17/2012
 - ii. 1/7/2012
 - iii. 1/21/2012
- b. Meeting adjourned 7:15